

**MINUTES**  
**STATE BOARD FOR COMMUNITY AND JUNIOR COLLEGES**  
**BOARD MEETING**  
**Friday, February 19, 2010**

The regular meeting of the State Board for Community and Junior Colleges (SBCJC) was held at 9:00 a.m. on Friday, February 19, 2010, at the offices of the State Board for Community and Junior Colleges, 3825 Ridgewood Road, Room 507, of the Education and Research Center in Jackson, Mississippi.

**Members present:** Mr. Bubba Hudspeth, Vice-Chairman; Mrs. Patricia Dickens; Mr. Max Huey; Ms. Toni Cooley; Mr. Bruce Martin; Mr. Ed Perry; and Mr. Bobby Steinriede. Mr. George Walker; Chairman, listened in via telephone but was not a voting member due to insufficient time to provide the teleconference board meeting notice. Member absent: *Mr. Chip Crane*.

**SBCJC Staff in attendance:** Dr. Eric Clark, Mrs. Deborah Gilbert, Dr. Debra West, Dr. Fiona Qualls, Dr. Shawn Mackey, Mr. Jim Hood, Mr. Ray Smith, Mr. Kell Smith, Mrs. Missy Saxton, Mrs. Holly Savorgnan, Dr. LaNell Kellum, and Mrs. Shana Hansen.

**Guests in attendance:** Mr. Chuck Rubisoff, Office of the Attorney General; Dr. Willis Lott, President of MGCCC and Chairman of the MACJC; and Dr. Reginald Sykes, Institutions of Higher Learning (IHL).

**CALL TO ORDER**

Vice-Chairman Bubba Hudspeth called the meeting to order at 9:00 a.m. and read the meeting notice for the March 19, 2010, SBCJC Board Meeting.

**MEETING NOTICE**

The State Board for Community and Junior Colleges Committee of the Whole meeting will be held March 18, 2010, at Huntington's Grille in Jackson, Mississippi at 6:00 p.m. The meeting will reconvene in the Hilton Hotel Hattiesburg Room at 7:30 p.m. The Board Meeting will be held on March 19, 2010, at 9:00 a.m. in Room 507 of the Education and Research Building, 3825 Ridgewood Road, Jackson, Mississippi.

**PRELIMINARIES**

Mr. George Walker joined the board meeting by telephone and all members and staff in attendance greeted him and provided introductions. Mr. Walker participated by telephone but did not cast any votes, due to insufficient notice to hold a teleconference board meeting.

**Invocation**

Mr. Max Huey provided the Invocation.

**Oath of Office**

Mrs. Shana Hansen, Director of Human Resources for SBCJC, administered the Oath of Office to Ms. Toni Cooley, the newest Board Member appointed by Governor Haley Barbour to serve a term on the State Board for Community and Junior Colleges. The SBCJC received the appointment letter from the Secretary of State's Office on January 21, 2010. Ms. Cooley's term is until June 30, 2014.

### **Approval of January 14 and 15, 2010 Meeting Minutes**

In a motion made by Mr. Max Huey and seconded by Mrs. Patricia Dickens, the SBCJC Board **voted unanimously** to approve the minutes of the January 14 and 15, 2010 SBCJC Board meetings.

Vice-Chairman Hudspeth requested a motion be made for a resolution to be written by SBCJC staff for Mr. Napoleon Moore, former SBCJC Board Member, to commend Mr. Moore's service to the citizens of the State of Mississippi, as well as the SBCJC Board and whereby that resolution would be spread upon the minutes of this board. Further, that the SBCJC Board would recognize Mr. Moore and invite him back for recognition at an appropriate time.

In a motion made by Mr. Ed Perry and seconded by Mr. Max Huey, the SBCJC Board **voted unanimously** in favor of a resolution being written for Mr. Napoleon Moore to commend his years of service to the SBCJC Board and the citizens of the State of Mississippi.

### **Approval of Agenda**

In a motion made by Mr. Max Huey and seconded by Mrs. Patricia Dickens, the SBCJC Board **voted unanimously** for approval of the day's agenda.

### **REPORTS/ACTIONS**

#### **Executive Director's Report**

Dr. Clark began his report by welcoming all Board Members and particularly Ms. Toni Cooley to the meeting. He introduced new SBCJC staff members Mrs. Holly Savorgnan--Accountant, Dr. LaNell Kellum--Director of Career and Technical Education, and Mr. Jim Hood--Assistant Director of Research and Planning.

Dr. Clark reported that Dr. David Cole, president of Itawamba Community College (ICC), has offered to host the SBCJC April Board meeting at the Fulton Campus of ICC. Dr. Clark asked the Board if they would like to accept Dr. Cole's invitation and all indicated they would. Arrangements will be made for Board members and staff and details will be provided at the March meeting.

Mr. Jim Hood will provide a report on reverse transfers from universities to community colleges later in the meeting.

Dr. Clark reported the legislative activities concerning the SBCJC. He reported that it is a challenging year but our agency has had some big successes. On the first day of the Legislative session, the House and Senate passed the Workforce Enhancement Training (WET) Fund bill to guarantee workforce training funds through this calendar year. Senate Bill 2611 was introduced to abolish the SBCJC Board and put the agency under the Institutions of Higher Learning (IHL). Dr. Clark expressed his appreciation to all Board Members and presidents who made calls to their Legislators opposing this bill. SB 2611 died in committee. Several bills supported by SBCJC are still alive in the Legislature. These include the EdNet bill (SB 2658), the Proprietary School fee bill (HB 1164), and bond bills for capital construction.

Continuing the legislative activities report, Dr. Clark reported that Dr. Tom Burnham, State Superintendent of the Mississippi Department of Education (MDE), has proposed a bill that would create an alternative career tech track to a high school diploma. The idea is to encourage students that do not intend to pursue an academic degree to take this career tech track and either stop after high school or perform career work to try to prepare them for a job that is not academically oriented. This is a concern for SBCJC staff and discussions have taken place between SBCJC and MDE staff to try and alleviate some of SBCJC's concerns in regards to lowering standards for high school graduation.

Dr. Clark reported the main focus of the Legislature is the appropriations process. He distributed **Exhibit F** to all Board Members. The revenue projections for the State continue to fall below state estimates and because of this, the Governor has been forced to make four budget cuts. Since the fiscal year started on July 1, 2009, the total of the four cuts to our agency budget and the colleges' budget is 8.664%. Both budgets have been equally cut this amount. Dr. Clark is encouraged by the Governor announcing at the CJC Faculty Association Capitol Day that he would restore our budget to some extent with ARRA funds.

Dr. Clark entertained questions from Board members. Mr. Bobby Steinriede inquired about the amount of total state support for IHL. Mrs. Patricia Dickens asked about how the SBCJC Board compared to IHL in terms of the percentage of what our board receives as IHL does with their governing board. Dr. Clark said he would find out and report to the Board in March.

Mr. Kell Smith distributed information to Board members on retirees from the community college system for the second half of 2009. This information was requested in December from the colleges. This information is requested twice a year and compiled in a report.

Dr. Clark concluded his report.

### **MACJC Report**

Dr. Willis Lott, Chairman of the MACJC, presented the MACJC report on behalf of the Association. He thanked Vice-Chairman Hudspeth for attending the MACJC Legislative Luncheon. He reported that IHL passed the first reading of the Seamless Transfer Policy. The policy will have to pass the second reading at the next IHL meeting.

The CJC Faculty Association Capitol Day was very well attended with the Governor, Lieutenant Governor and Representative Kelvin Buck all participating. Dr. Lott reported that after 26 years, the University of Southern Mississippi (USM) will not hold classes on the MGCCC Jackson County campus after this semester, due to budget cuts. University of South Alabama official have contacted Dr. Lott and expressed an interest in offering courses towards three degree programs on the Jackson County campus of MGCCC. Dr. Lott has talked to Dr. Hank Bounds and reports there is a commission that Dr. Lott will have to send a letter to so the University of South Alabama can request the approval process to be started so they can begin teaching in Mississippi. That commission will not meet until June. A formal news conference will be held by MGCCC in March.

The MACJC plans to continue with the Strategic Plan in April. The presidents will meet to discuss CJC athletics this month. The MS Community College Foundation Leadership Program will be meeting this weekend. Dr. Lott concluded his report.

### **Career and Technical Education Report**

Dr. Shawn Mackey, Associate Executive Director for Workforce and Career and Technical Education, presented information pertaining to Workforce, Career and Technical Education and Grants & related activities.

Dr. Mackey presented **Exhibit A1**, the 2010 Career and Technical Education Curricula Revisions. This was presented to the Board in December, where members approved the revisions to be submitted for APA review. Dr. Mackey reported that no negative comments have been made regarding the revisions and seeks approval of the revisions.

In a motion made by Mr. Bobby Steinriede and seconded by Mr. Bruce Martin, the SBCJC Board **voted unanimously** to approve the 2010 Career and Technical Education Curricula Revisions.

Dr. Mackey presented **Exhibit A2**, a Termination of Program Notification for MS Gulf Coast Community College, Jackson County Campus, in the Industrial Maintenance Program. This is for

informational purposes only and does not require approval.

### **Workforce Report**

Dr. Mackey provided the standard workforce report, **Exhibit B1**. The WET Fund report, **Exhibit B2**, will be presented by Dr. West.

### **Grants and Related Activities Report**

Dr. Mackey presented **Exhibit C1**, the report for Grants currently being administered by personnel at the SBCJC. **Exhibit C2** reports the number of Career Readiness Certificates (CRC) issued to-date.

### **Academic Affairs Report**

Dr. Fiona Qualls, Associate Executive Director for Academic Affairs, presented the Academic Affairs Report.

Dr. Qualls reported that the Mississippi Virtual Community College (MSVCC) Spring Enrollment numbers are up 24.8 percent from Spring 2009 to Spring 2010. Currently, 29,000 students are enrolled for a total of more than 61,000 enrollments. From Fall 2009 to Spring 2010, enrollment is up by 15 percent. This is good news, particularly since it is being handled by so few people on the campuses as well as in the SBCJC office. The MSVCC allows for many non-traditional students to be able to take on-line classes and it also helps alleviate some of the pressure felt by the physical campuses, which are also experiencing tremendous enrollment growth.

The findings of the Graduation Rate Task Force were distributed to Board Members. Dr. Qualls explained that a number of recommendations were made to improve post-secondary graduation rates in Mississippi. She referred board members to page six, which is an executive summary that outlines some of the perceived problems and is followed by key recommendations.

Dr. Qualls reported the 30 hour IHL institutions core requirements are similar to the fifteen community colleges core requirements. It has been agreed that our community colleges will offer the IHL 30 hour core requirements and this will allow a more seamless transition for students transferring to a four-year university. The policy says that when one of our community college students graduates with an Associate of Arts degree from a community college, then a four-year college or university will accept that student as a junior and as having their core classes complete.

Dr. Qualls reported that the Adult Basic Education/GED division will be training 21 new GED examiners this month. This reflects the increased demand for GED instruction.

Dr. Qualls introduced Dr. Reginald Sykes of IHL, who presented **Exhibit D1 and D2**. Exhibit D1 provided statistical information on Mississippi community and junior college transfer student enrollment. Exhibit D2 provided further breakdown of first-time Mississippi community college transfer students by IHL institution from Fall 2005 through Fall 2009.

Dr. Qualls concluded the Academic Affairs report.

Vice-Chairman Hudspeth called for a recess at 10:00 and reconvened the meeting at 10:15.

### **Technology Report**

Mr. Ray Smith, Assistant Executive Director for Information Technology, presented the Technology report. Mr. Smith represented Dr. Clark at the recent Council for Educational

Technology (CET) meeting. He reported there is a potential expenditure in the technology area that would have to be incurred if certain events take place. There are concerns that the e-rate being used by the K-12 institutions will increase the cost of technology services for other entities if the K-12 institutions are removed from the state network. This would affect the community colleges as it would raise the cost of internet utilization. If the K-12 schools leave the state network, the pricing for those left on the network would increase by approximately 55 percent. This is a big concern as the agency has not budgeted for this.

Mr. Smith spoke with representatives from the K-12 institutions, as well as Mr. David Litchliter, Executive Director of ITS. K-12 representatives are saying they will remain on the state network for at least another year. In this case, the e-rate will remain the same. Mr. Smith reported it was clear that the K-12 representatives feel very strongly about the fact that they don't feel they are getting a fair measure in the way bills are being paid. Mr. Smith thinks it's very important within the next year that the groups get together to work something out and make sure the K-12 institutions remain on the state network. He concluded his report.

### **Research and Planning Report**

Mr. Jim Hood presented **Exhibit E**, a report on reverse transfers. Reverse transfers are defined as a university student who transfers back to a community college. Supporting data was provided for this report also. He concluded his report.

### **Legislative Report**

Dr. Clark indicated his Executive Director's report included all of the Legislative report information.

### **Deputy Executive Director Report**

Deputy Executive Director Dr. Debra West began her report by updating the Board Members on the status of the Workforce Enhancement Training (WET) Funds, the current balance of which is included in **Exhibit B2**. She reported that our agency has been down in collections consecutively each month since September 2009. She reported that MS Department of Employment Security (MDES) officials feel that although we are receiving fewer dollars through transfers, the changes in legislation that have been established with the WET Fund enable that fund to continue through the economic downturn.

Dr. West reported that she has been serving on an off-shoot of the Graduation Rate Task Force: the Nursing Retention and Graduation Rate Taskforce. At the request of Chairman Cecil Brown, a separate committee was formed to develop strategies to increase the number of nursing graduates in Mississippi. This task force is being headed up by the Office of Nursing Workforce (ONW). The committee met on Feb 3<sup>rd</sup> to develop a framework and action plan. The framework consists of: faculty development, student engagement, increased collaboration, and innovation. All of these will culminate in the research, evaluation and communication needed to move the state forward. Ultimately, the MS Council of Dean's and Directors of the School of Nursing will be in charge of implementing these strategies at their individual campuses.

Dr. West also reported on the status of the statewide nursing simulation initiative. Last year, the SBCJC and the fifteen colleges had asked for \$500,000 for nursing simulation equipment. Although the SBCJC received the money, the language in the legislation directed that the money come through the SBCJC then to the MS Board of Nursing (MBON) for simulation activities. MBON sub-granted the money to the Office of Nursing Workforce for the purpose of starting a statewide healthcare simulation training alliance. Dr. West serves on that statewide simulation committee and is also on the subcommittee that selects faculty for participation in the training the alliance provides. This year, the Alliance is providing five workshops to train fifteen faculty per workshop on nursing simulation. Eligible colleges must have a simulator on their campus and

must demonstrate that they have integrated simulation into their curriculum. Each eligible college can nominate up to two faculty for training, with the host institution guaranteed three seats in the workshop. The first workshop occurred in December 2009 and another one is scheduled for March 2010. Even though the SBCJC did not receive the money, our CJC faculty have been the primary beneficiaries of the training sessions to date. At the December workshop, thirteen of the fifteen seats were occupied by CJC faculty. For the March workshop, eleven of fifteen seats are CJC faculty. Nine of our colleges to date have benefitted from this training: CCC, ECCC, EMCC, Hinds, ICC, Meridian, NWCC, NECC and PRCC.

Dr. West concluded her report.

### **Finance Report**

Mrs. Gilbert presented the Finance report and referred SBCJC members to the Finance agenda tab.

**Attachment 1** is the approval request for the General Fund Disbursement out of Fund 2298 in the amount of \$11,918,278.00 for March 2010.

In a motion made by Mr. Ed Perry and seconded by Mr. Max Huey, the SBCJC Board **voted unanimously** to approve the General Fund Disbursement out of Fund 2298 in the amount of \$11,918,278.00 for March 2010.

**Attachment 2** is the approval request for the Education Enhancement Fund Disbursements out of Fund 4080 in the amount of \$2,783,465.00 and Fund 4110 in the amount of \$82,112.00, totaling \$2,865,577.00 effective February 28, 2010.

In a motion made by Mr. Ed Perry and seconded by Mr. Bruce Martin, the SBCJC **voted unanimously** to approve the Education Enhancement Fund Disbursements out of Fund 4080 in the amount of \$2,783,465.00 and Fund 4110 in the amount of \$82,112.00, totaling \$2,865,577.00 effective February 28, 2010.

**Attachment 3** is the update on Education Enhancement fund reductions. This is for informational purposes only and does not require approval.

**Attachments 4a and 4b** are Financial Statements for General Fund 2291 and Special Funds as of January 31, 2010. These are for informational purposes only and do not require approval.

**Attachment 5** is information on Fidelity Bond Coverage for the agency. This does not require approval.

**Attachments 6a and 6b** are the approval requests for the Form Z-1 change to reflect the January 22, 2010, Budget Cuts, to include both the Support and Administration budgets. This will require approval.

In a motion made by Mr. Max Huey and seconded by Mr. Bruce Martin, the SBCJC Board **voted unanimously** to approve the Form Z-1 change to reflect the January 22, 2010, Budget Cuts, to include both the Support and Administration budgets.

**Attachments 7a and 7b** are the approval requests for the Form Z-1 change to reflect the February 5, 2010, Budget Cuts, to include both the Support and Administration budgets. This will require approval.

In a motion made by Mr. Max Huey and seconded by Mr. Bruce Martin, the SBCJC Board **voted unanimously** to approve the Form Z-1 change to reflect the February 5, 2010, Budget Cuts, to include both the Support and Administration budgets.

Mrs. Gilbert concluded her report.

### **Travel Authorizations**

Vice-Chairman Hudspeth asked for requests to authorize travel reimbursements for events other than regularly scheduled Board Meetings.

In a motion made by Mr. Ed Perry and seconded by Mr. Max Huey, the SBCJC Board **voted unanimously** to approve the travel requests for Board Members who attended all Legislative related meetings in Jackson during the month of February.

### **Other Business**

Dr. Clark asked Board Members if they would allow Mrs. Saxton to email them the information for board meetings, rather than send by U.S. Postal Service. This would allow the agency to save money on this expense. The Board Members agreed to the emailing of board information, except that any member who individually requests board information to be mailed will receive it by mail.

### **ADJOURNMENT**

There being no other business, Vice-Chairman Hudspeth adjourned the meeting at 10:50 a.m.

Recorded by:

  
Missy Saxton, Executive Assistant

Approved by:

  
Mr. Bubba Hudspeth, Vice-Chairman



Dr. Eric Clark, Executive Director

### **Exhibits:**

Executive Director  
Career & Technical Education  
Workforce  
Grants  
Academic Affairs  
Technology  
Research & Planning  
Comparison-Senate/House  
Finance Report  
Dr. Clark's Handouts & News Articles

No Exhibits  
Exhibit A1 and A2  
Exhibits B1 & B2  
Exhibits C1 & C2  
Exhibit D1 & D2  
No Exhibit  
Exhibit E  
Exhibit F (added later)  
Separate Agenda